



**Te Tari Taiwhenua
Internal Affairs**

19 September 2024

Ministerial Services
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Chris
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Dear Chris,

Official Information Act request 2425-0184

Thank you for your request for information dated 27 August 2024 made under the Official Information Act 1982 (the Act) to the Department of Internal Affairs (the Department). You requested the following information:

Can I please request under the OIA the current roles and remuneration for staffers in the Ministers' Offices.

*I would like to see a table like Appendix One of this request with updated figures for 2024:
[Appendix One](#)*

Response to your request

For context there are three types of staff who work in Minister's offices:

- Department-employed staff assigned to work in a Minister's office;
- Roving staff, also employed by the Department, although not assigned to a specific Minister's office. These staff are deployed across Ministerial offices in a range of roles to provide cover for offices in situations of planned and unplanned leave and surge support; and
- Portfolio Private Secretaries who are seconded to Minister's offices by government agencies (also known as home agencies) to assist with the management of Ministers' portfolio responsibilities. Portfolio Private Secretaries are employed by the respective government agency.

The Department's Ministerial Services Group is responsible for employing all Ministerial office staff (except Portfolio Private Secretaries). Therefore, I have interpreted staff to refer to Department-employed staff who are assigned to work in a Minister's office and roving staff.

Please see **Appendix A** below for a table that lists job titles for the current Ministerial staff employed in Ministerial offices, along with their corresponding salary band. The information provided is accurate as of 30 June 2024.

We may publish this OIA response on www.dia.govt.nz (with your personal details having been removed). Publishing responses to OIA requests increases the availability of information to the public and is consistent with the purpose of the Act to enable effective participation in the making and administration of laws and policies, and to promote the accountability of Ministers and officials.

If you have any concerns with the information in this response, you have a right to request an investigation and review by the Ombudsman under section 28(3) of the Act. Information on how to do this is available at www.ombudsman.parliament.nz or freephone 0800 802 602.

Yours sincerely



Briget Ridden

General Manager – Ministerial Services

Te Haumi – Enterprise Partnerships

Te Tari Taiwhenua – The Department of Internal Affairs

Appendix A: Ministerial office details broken down by job title and salary band (details correct as at 30 June 2024)*.

Role/Job Title	Minimum	Maximum
Chief of Staff	Non-banded	Non-banded
Chief Policy Advisor	\$150,091	\$201,138
Chief Press Secretary	\$175,100	\$235,400
Deputy Chief of Staff	\$137,315	\$184,325
Deputy Chief of Staff (Coalition Party)	\$110,559	\$148,124
Deputy Chief Press Secretary	\$115,932	\$155,395
Director of Communications	\$120,819	\$163,461
Director of Operations	\$130,547	\$175,167
Executive Assistant (Correspondence Unit)	\$55,317	\$73,463
Executive Assistant to Prime Minister or Chief of Staff	\$83,173	\$112,528
Lead Advisor (Correspondence Unit)	\$73,297	\$98,329
Manager Research, Communications and Digital	\$120,819	\$163,461
Ministerial Advisor (Level 1)	\$83,595	\$112,263
Ministerial Advisor (Level 2)	\$99,020	\$133,130
Press Secretary (Level 1)	\$84,484	\$113,465
Press Secretary (Level 2) / Roving Press Secretary (Level 2) / Events Manager	\$100,081	\$134,567
Private Secretary (Administration)	\$63,561	\$84,951
Private Secretary (Advisory/ Media)	\$83,595	\$112,263
Private Secretary (Executive Support) / Roving Private Secretary (Executive Support)	\$74,222	\$99,582
Senior Communications and Digital Advisor	Non-banded	Non-banded
Senior Ministerial Advisor	\$119,681	\$161,922
Senior Press Secretary	\$144,458	\$195,150
Senior Private Secretary / Roving Senior Private Secretary	\$105,060	\$142,140
Senior Private Secretary (Inside Cabinet)	\$110,559	\$142,140
Senior Private Secretary (Outside Cabinet)	\$95,326	\$128,135
Specialist Ministerial Advisor	\$148,835	\$200,900
Roving Transition Support	Non-banded	Non-banded

**Please note that salary bands that have been re-evaluated may have increased or decreased. This could be due to several reasons such as aligning the salary with comparative roles in the current job market, or review of the job description/role (i.e., tasks and responsibilities associated with a role/roles may have been re-evaluated and changed impacting on salary for the role).*